

WOODLAND MEADOWS

Norton Housing Authority is responsible for snow removal for the Authority's Woodland Meadows Development during the winter months. Resident safety is our first priority. This policy will provide information on general snow removal and inclement weather procedures of the Authority and to solicit Resident cooperation to facilitate the snow removal operations conducted by Maintenance Staff during winter conditions.

All snow removal operations will be determined by the Executive Director and Maintenance Staff as each storm develops. However, for storms where heavy snowfall is anticipated, Norton Housing Authority generally begins snow removal operations after three inches of snow is on the ground.

The Authority's order of snow removal and inclement weather priorities are as follows:

- To keep roadway's open for emergency vehicles
- To clear and keep open courtyard side walkways
- To clear back or living room side walkways

To ensure safety, if at all possible, we urge Residents to stay indoors during winter storms. We request that Residents refrain from cleaning off vehicles during snowstorms or from making individual request to maintenance to plow parking space. All vehicles must be parked in your assigned parking space, not on the lawn area, on roadways or in fire lanes during an ice/snow event. These measures will allow maintenance to work efficiently on roadway plowing and sidewalk snow blowing, without risk to residents.

Once a storm has ended and the priority areas have been cleared, Residents will have the opportunity to move individual cars from their assigned parking spots for Maintenance Staff to clear these areas. Maintenance will send out a Phonevite to residents as they are ready to clear spaces in a particular parking area. Residents are expected to cooperate in a timely manner to temporarily move cars for snow removal operations. Residents are responsible for clearing off and moving their own vehicles. Maintenance Staff cannot clear off or move Resident vehicles.

If you were unable to move your car after being notified, as soon as possible after the storm, you must move your car out of the lot so the space can be plowed. If your vehicle remains unremoved for 24 hours after a storm, it will be considered to be delaying the clean-up process. If a vehicle delays or hinders the storm clean-up process, the vehicle will be towed to the visitor lot up front, at the owner's expense. Towing Company: **Fogerty's Towing, 97 Oak Street, Norton, MA 02766 - Phone: 508-285-7440**

During the winter months, sanding & salting of walkways for icy or light snow conditions will generally be scheduled for the start of the maintenance work day at 7:30 am. If the weather is inclement, walkways are icy, or snow is forecasted, we request that Residents revise their plans accordingly. Residents are asked to use interior courtyard walkways where possible to reach parking areas when the weather is inclement, walkways are icy, or during snow storms. This will reduce exposure to dangerous winter conditions.

If you notice an area of concern, whether its ice or snow, please contact the office immediately.

This policy was approved and adopted by the Board of Commissioners for the Norton Housing Authority on March 20, 2018.  
  
Board of Commissioner